



ICSEW

GOVERNOR'S INTERAGENCY COMMITTEE OF STATE EMPLOYED WOMEN

"To better the lives of state employed women"

Executive Board Meeting

Department of Health
Town Center 3 - Room 512
October 13, 2009
8:00 am – 12:00 pm

Attendees: Kristi Aravena, Darla Bauknecht, Margaret Brennan, Roberta Carpenter, Sharon Edwards, Kim Hoss, Anna Jones, Dena Nelson, Genevieve O'Sullivan, Kristin Reichl, Teresa Reno, Tammy Risner, Melissa Rubenstein, Samantha Smithingell, Darella Standfill, Amy Swett, Charlotte Wang and Anne Williams

Absent: Michelle Fisher, Teresa Glidden, Sheila Ichita

8:00 – 8:30 Check In and Ice Breaker

- Kristin Reichl (Kris), Interim Vice Chair, requested everyone introduce themselves, describe their family and share a favorite childhood memory

8:30 – 8:40 November Meeting Agenda

- Genevieve O'Sullivan (Gen), Interim Chair, called the meeting to order and reviewed a draft for November's general membership meeting:
 - Peter Bogdanoff will give an extended presentation as he will be accompanied by two additional speakers
 - Department of Health will discuss the status of H1N1; Gen will ask if H1N1 vaccinations can be made available to interested ICSEW members

8:40 – 9:00 Mission, Vision, Values and Priorities

- Gen and Kris opened our current mission, vision, values and priorities for discussion
- There was discussion about hyphenating 'state employed women' and whether the term should differ from our executive order; Gen will seek clarification about the term during the next round of executive order modifications
- Alternatives to traditional meeting locations were brainstormed, such as web-conferencing, teleconferencing and branch locations
 - Melissa Rubenstein will research the capability of teleconferencing
- It was suggested the word *service* be changed to *outreach* to better encompass our mission

- The first priority will also be changed to read *Increase our role as a policy advising body*
- Anne will draft an additional priority that speaks to promoting cultural competency and send her suggestion to Gen
- The Board would like to circulate a new survey that queries current concerns of state employed women to ensure our new goals are pertinent
 - The new survey should be linked to several resources including FTE Magazine, Payday FYI and the ICSEW website
- It was suggested that we promote civil service by informing and mentoring school-aged children in at-risk communities; while it was agreed that this is a wonderful idea, we need to further evaluate the target audience and scope of such a venture
- Gen will circulate an updated version of the mission, vision, values and priorities once edits have been made
- Gen read a quote from the Dali Lama: *Happiness is not something ready made; it comes from your own actions*

10:00 – 10:20 Break

10:20 – 11:30 Business Plans and Bylaws

- Gen would like the subcommittee business plans to be formatted for an easier transition to the Governor's format
- Each subcommittee chair reviewed their draft business plans; updates are due to Gen October 17, 2009
- Each subcommittee is responsible for its own content on the ICSEW website; members should audit their own material and submit changes to our webmasters
- A concern about disproportionate subcommittee involvement was raised; discussion around ways to encourage general members to participate on subcommittees in need of help, or on multiple subcommittees
- Each subcommittee chair will give another overview of their requirements and aspirations at the next general membership meeting
- Subcommittee updates should be added as a standing agenda item for general membership meetings
- Learned methods and recommendations should be preserved and passed down as board members rotate
 - Be sure to keep data on provided flash drives
 - Write a desk manual and keep it on your flash drive so practices may evolve as ICSEW evolves
- ICSEW by-laws are being updated and will be circulated through the executive board prior to mass distribution

11:30 – 11:45 Housekeeping

- It was moved by Roberta and seconded to approve minutes of the July 7, 2009, executive board meeting; motion carried

- It was moved by Kristi and seconded to approve minutes of the July 14, 2009, general membership transition meeting; motion carried
- It was moved by Kristi and seconded to approve minutes of the September 15, 2009, general membership meeting; motion carried
- Darella Standfield will be our representative for Public Service Recognition Week (PSRW)
- Sharon Edwards gave the Treasurer's Report for July and August 2009

Month	Beginning Balance	Expenditures	End Balance
July 2009	\$58,594.51	\$4,385.00	\$54,209.51
August 2009	\$54,209.51	\$2,509.16	\$51,700.35

11:45 – 12:00 SharePoint and Executive Board Meeting Schedule

- DIS has given ICSEW a free SharePoint site
- Training sessions will be scheduled for users
- Gen suggested we revisit the frequency of our executive board meetings; she will distribute a questionnaire soliciting feedback and suggestions

12:01 Meeting adjourned